

**MICHIGAN DEPARTMENT OF CIVIL SERVICE
JOB SPECIFICATION**

ENVIRONMENTAL TECHNICIAN SUPERVISOR

JOB DESCRIPTION

Employees in this job supervise technicians in a variety of environmental monitoring and control activities to provide for a clean and healthy environment through the protection and improvement of land and water resources, occupational health, and air quality. The employee works within general methods and procedures, and exercises considerable independent judgment to select the proper course of action.

There is one classification in this job.

Position Code Title – Environmental Technician Supervisor-1

Environmental Technician Supervisor 12

The employee functions as a first-line supervisor of water quality or environmental technicians.

JOB DUTIES

NOTE: The job duties listed are typical examples of the work performed by positions in this job classification. Not all duties assigned to every position are included, nor is it expected that all positions will be assigned every duty.

Selects and assigns staff, ensuring equal employment opportunity in hiring and promotion.

Coordinates activities by scheduling work assignments, setting priorities, and directing the work of subordinate employees.

Evaluates and verifies employee performance through the review of completed work assignments and work techniques.

Identifies staff development and training needs and ensures that training is obtained.

Ensures proper labor relations and conditions of employment are maintained.

Maintains records, prepares reports, and composes correspondence relative to the work.

Directs technician staff in the inspection of industrial and commercial wastewater treatment systems or dry cleaning establishments.

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Oversees the installation, operation, calibration, and maintenance of air sampling devices or equipment for measuring industrial waste sewage and stream flows.

Takes air, water, and/or materials samples of environmental conditions to use in the search for pollution and for potentially hazardous waste.

Operates such equipment as colorimetric field sampling devices, micromanometers, velocity meters, pitot tubes, tachometers, chlorinated hydrocarbon testing equipment, etc.

Reviews license applications and blueprints for dry cleaning establishments to determine compliance with installation requirements, including details on ventilation control, wiring, and electronic sensing instruments.

Reviews applications and accompanying plans for projects on state waterways to determine their impact on the environment and their effect on riparian rights.

Performs related work appropriate to the classification as assigned.

JOB QUALIFICATIONS

Knowledge, Skills, and Abilities

Considerable knowledge of the principles and practices as applied in the specific and related areas of specialization.

Some knowledge of training and supervisory techniques, and employee policies and procedures.

Considerable knowledge of the bacteriology involved in the analysis of water and sewage.

Considerable knowledge of stream sanitation principles and methods including the factors influencing self-purification of surface waters.

Considerable knowledge of the problems involved in the treatment and disposal of industrial waste and sewage.

Considerable knowledge of the environmental testing devices pertinent to the work.

Considerable knowledge of the operational and technical problems involved in the administration of a water quality program.

Considerable knowledge of methods of planning, developing, and administering a water quality program.

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Considerable knowledge of stream sanitation principles and methods including the factors influencing self-purification of surface waters.

Considerable knowledge of the problems involved in the treatment and disposal of industrial waste and sewage.

Considerable knowledge of the construction, installation, and operation of equipment used to measure industrial waste, sewage, and stream flows.

Ability to make inspections of industrial waste treatment systems and to prepare clear and concise reports on the findings.

Ability to interpret water and sewage test results.

Ability to communicate with others effectively.

Ability to maintain favorable public relations.

Working Conditions

Some jobs require the employee to work outdoors as well as in an office or laboratory.

Physical Requirements

None.

Education

Possession of an associate's degree in a physical or biological science or engineering, with course work in biology, chemistry, environmental health, health physics, industrial hygiene, physics, geology, water resources, electronics, or mechanical technology.

Experience

Two years of experience equivalent in responsibility to a specialized technician at the E10-level.

OR

One year of experience equivalent in responsibility to a specialized technician at the 11-level.

Special Requirements, Licenses, and Certifications

Certain positions require that individuals with specific education and experience qualifications be appointed to the position. To qualify for subclasses a person must possess two years of full-time experience in the area of specialization in addition to the minimum requirements for the classification.

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Equipment (EQUP) - Experience in the repair of environmental air quality testing devices and/or experience in the inspection and licensure activities pertinent to a specific environmental air-monitoring program.

Water Quality (WATR) - Experience in performing a variety of water quality monitoring and control activities for protecting the state's water resources for both environmental and recreational purposes.

NOTE: Equivalent combinations of education and experience that provide the required knowledge, skills, and abilities will be evaluated on an individual basis.

JOB CODE, POSITION TITLES AND CODES, AND COMPENSATION INFORMATION

<u>Job Code</u>	<u>Job Code Description</u>		
ENVTCHSPV	Environmental Technician Supervisor		
<u>Position Title</u>	<u>Position Code</u>	<u>Pay Schedule</u>	
Environmental Technician Supervisor-1	ENVTSPV1	NERE-098	

ECP Group 3
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